

6/8/06
#12

ILA with West Lake Hills

Background

Prior to 2006, the City of West Lake Hills (West Lake Hills) employed a Staff Sanitarian to inspect and permit food establishments. With his mid-year retirement, West Lake Hills requested a contract with the City of Austin to provide service for inspections of food establishments, swimming pools and annual licensing of child care facilities to become effective July 1, 2006. The initial term for the contract will be July 1, 2006 through September 30, 2006. Beginning October 1, 2006, the contract will be for a one-year term and will be reviewed annually and renegotiated as appropriate.

The City of Austin will provide the following services:

- Conduct inspections and administer and enforce state laws and local ordinances regulating food establishments (including plan review, permit issuance, inspections, complaint investigations, and administrative enforcement).
- Conduct inspections and administer and enforce state law and local ordinances regulating public swimming pools.
- Prepare and maintain case files on inspections made and inform West Lake Hills of the result of such inspections and any recommendations for action by the municipality.
- Assist in the preparation of civil or criminal proceedings and make staff available for testimony in court proceedings in the event suit is brought.

The City of Austin will have no responsibility to

- Initiate or prosecute any civil or criminal suit on any complaint or case investigated under this Agreement.
- Schedule or conduct enforcement hearings.
- Assess or collect any fees, penalties, fines or liens.

West Lake Hills will have the following responsibilities:

- Pay the annual contracted amount to the City of Austin in advance on an annual or semi-annual basis as agreed to by the parties.
- Authorize personnel of the Austin/Travis County Health and Human Services Department (HHSD) to act as its Health Official in investigating and enforcing state law and any West Lake Hills ordinances.
- Adopt ordinances, and provide Austin with certified copies, to be enforced through this Agreement.
- Schedule and conduct any enforcement hearings required by local ordinances or by state law.
- Assess and collect any fees, fines and penalties.

Performance Measures

The HHSD Environmental and Consumer Health Unit performance measures will be increased by this action as follows:

- Inspection of 41 food establishments;
- Inspection of 1 swimming pool; and
- Inspection of 7 childcare facilities for annual environmental requirement.

Requested Council Action

Council is requested to approve execution of an Interlocal Agreement for the provision of public health enforcement services between the CITY OF AUSTIN, TX and the CITY OF WEST LAKE HILLS, TX for the period beginning July 1, 2006 through September 30, 2006 (\$4,803.75), with automatic annual renewal options beginning October 1, 2006 through September 30, 2007, for a total annual payment to the City of Austin of \$19,215 per renewal option.